



Posted: Friday, March 06, 2020

NOTICE AND CALL OF A REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

The Trinidad City Council will hold a regular meeting on
TUESDAY, MARCH 10, 2020, at 6:00 PM
In the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA

CLOSED SESSION BEGINS AT 5:30PM

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEM**
At this time, members of the public may only comment on an item appearing on the closed agenda. Individual comments will be limited to 3 minutes or less, and should be directed to the Council as a whole and not directed to individual Council Members.
- IV. **ADJOURN TO CLOSED SESSION**
 1. Conference with legal counsel regarding active litigation. Tsurai Ancestral Society vs. City of Trinidad. Pursuant to California Government Code section 54956.9 (a)
 2. City Manager Contract Review/Negotiations Pursuant to Government Code Section 54957
- V. **RECONVENE TO OPEN SESSION**
- VI. **APPROVAL OF AGENDA**
- VII. **APPROVAL OF MINUTES – 02-11-2020 cc**
- VIII. **COUNCIL REPORTS/COMMITTEE ASSIGNMENTS**
- IX. **STAFF REPORTS – City Manager & Law Enforcement**
- X. **ITEMS FROM THE FLOOR**
At this time, members of the public may comment on items NOT appearing on the agenda. Individual comments will be limited to 3 minutes or less. Comments should be directed to the Council as a whole and not to individual Council Members or staff. Council and staff responses will be minimal for non-agenda items.
- XI. **CONSENT AGENDA**
All matters on the Consent Agenda are considered routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is requested by any Council member, that item is removed from the Consent Calendar and considered separately. A single opportunity for public comment on the Consent Agenda is available to the public.
 1. Staff Activity Report – February 2020
 2. Financial Statements - January 2020
 3. Law Enforcement Report - February 2020
- IX. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Discussion/Decision regarding Resolution 2020-02; Authorizing the Adoption of the Humboldt Operational Area Hazard Mitigation Plan 2020 Update.
 2. Discussion/Decision regarding Email List Notification Procedure and Archiving Public Comments to the City Website.
 3. November 2020 City Election & Sales Tax Measure Update
 4. Update on Planning Commission and Committee Vacancies.
- XII. **FUTURE AGENDA ITEMS**
- XIII. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

FEBRUARY 11, 2020 CC

Supporting Documentation follows with: 6 PAGES

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, FEBRUARY 11, 2020

I. CALL TO ORDER

Mayor Ladwig called the open meeting to order at 6:00pm. Council members in attendance: Miller, West, Ladwig, Grover, Davies. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, City Planner Trever Parker.

II. ADJOURN TO CLOSED SESSION

1. Conference with legal counsel regarding active litigation. Tsurai Ancestral Society vs. City of Trinidad. Pursuant to California Government Code section 54956.9 (a)
2. City Manager Contract Review/Negotiations Pursuant to Government Code Section 54957

III. RECONVENE TO OPEN SESSION – The Council had nothing to report.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF THE AGENDA

Motion (Grover/West) to approve the agenda as amended. Passed unanimously.

VI. APPROVAL OF MINUTES - 01-14-2020 cc

Meg Stofsky – NAACP Member

Expressed concern that the motion written regarding Van Wycke Trail agenda item 3 was incorrect.

Motion (West/Grover) to approve the minutes as submitted. Passed unanimously.

VII. COUNCILMEMBER REPORTS/COMMITTEE ASSIGNMENTS

West: HCAOG is requesting that a mobile message board be placed along the 101 Corridor to improve safety, and also looking at housing issues and the complete streets/green streets program to help lower carbon footprint and offset greenhouse gasses.

Miller: RCEA working to stabilize CCA rate charged to Humboldt County residents for their energy, and is currently ½ cent below PG&E rate.

Ladwig: RREDC met and continued their discussions exploring economic development opportunities, and acknowledged City staff for their work on a successful newsletter that was sent to all residents in January.

Grover: No report.

Davies: The Trails Committee met but there was not a quorum. Hope to finalize the trails policy in March.

VIII. STAFF REPORTS

City Manager Naffah highlighted items listed in the written staff activity report. Reported on the City Manager's meeting in Napa, and announced the upcoming Redwood League of CA Cities meeting. Provided an update on Verizon's progress with developing alternative cell facility sites.

Davies: An electronic alert was not sent for the recent Planning Commission Special Meeting. I will continue to push to have all public comments published online, and insist that standing committees produce official meeting minutes for every meeting.

IX. ITEMS FROM THE FLOOR

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

Joel Morrisson – Social Worker, NAACP Member

Read a letter submitted by Sharrone Blanck, President of the Eureka NAACP, dated February 11, 2020, requesting an audio recording from the 01-14-2020 City Council meeting, expressing concerns about the accuracy of the motion regarding the Van Wycke Trail, and requesting information regarding implementation of a video recording of Council meetings.

Meg Stofsky – NAACP Member

I believe there has been a violation of the Brown Act regarding meetings that were not properly noticed. NAACP shouldn't have to call and speak with City officials to be informed about City Council actions or activities.

Dan Chandler

Read from prepared comments submitted to the City Clerk. Unfortunately RCEA is still interested in biomass as an energy source. The State of California requires emissions to be reduced by 50% in 10 years. What can the City do to reduce the impacts of climate change?

Jack Nounan – Community & climate activist

The climate is in crisis. Time to get busy and make change happen. Reduce energy consumption, and face the reality that the climate is changing.

Lori Keating – Trinidad area resident

I learned about tonight's meeting from HARP. I'm concerned about the Rancheria's plans for a freeway exit, a hotel, and the plans for a cell tower in Westhaven. **Mayor Ladwig** suggested she direct her requests to the County.

Richard Johnson – Planning Commissioner

Question regarding where bulk water sales from delivery companies are reported. City Clerk stated he would follow-up with Johnson.

Erin Quinlan – Trinidad area resident

Westhaven Drive should be maintained better and I don't want it to become a highway or interchange. 5G cell service is unhealthy, and how is the Rancheria's proposed hotel going to dispose of waste water?

Steve Madrone – Trinidad area resident

The County maintains a feedback page on their website to report road issues. The cell tower location is at the end of Ox Road. Environmental work is being done for the interchange concept, but I suggest contacting the Rancheria directly for more information. I appreciate Mr. Chandler coming forward with his concerns regarding energy use. We should all do a personal audit. The City should perform an energy audit. The County could purchase land for carbon offsets, convert all busses to green energy, and install solar panels on all public facilities.

X. CONSENT AGENDA

1. Staff Activity Report – January 2020
2. Financial Statements December 2019
3. Law Enforcement Report January 2020
4. Review/Accept Fiscal Year 2018-2019 Audited Financial Statements
5. Accept PARSAC Agreement for Apportionment of Retirement Obligations.

Item 4 pulled for discussion. Miller noted that the management's discussion and analysis was omitted this year intentionally as noted in paragraph 2 of audit page 3.

Motion (Miller/West) to approve the consent agenda as amended, including item 4. Passed unanimously.

XI. DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Decision regarding Draft Water Connection Policy.

City Planner Trevor Parker explained the basis from which the Planning Commission began shaping the criteria for evaluating water outside the city limits, as outlined in a memo to the Council dated February 05, 2020 included in the meeting packet. Beginning with a statement of facts, the memo starts with a brief introduction of the watershed, water system, demand, and recent studies performed to frame the discussions. The analysis continued with describing the rationale used to help formulate the policies.

Parker explained that the Commission has taken a holistic approach to developing policies and criteria to accommodate a broad range of situations without any one scenario in mind, guided by several key premises:

1. The City does not currently have the production capacity to serve the entire Service Area at full build-out, therefore certain areas and/or uses should be prioritized for service based primarily on the relative benefits to the City.
2. Planning principals and practice dictate that provision of services outside a jurisdiction's boundaries does not promote orderly growth and is generally undesirable, therefore annexation should be a component of any decision.

Based on the above premises, the proposed criteria have prioritized service to 1) build-out within City limits, 2) an allowance for ADU's in-city, 3) areas outside the City that the City has the capacity to serve and appropriate for future annexation, and 4) health and safety. In addition, there are provisions for the City Council to allow exceptions to the above priorities if certain findings can be made.

The memo continues with a more in-depth analysis of priority areas for future annexation based on the Coastal Act policies and benefits to the City. Also included is a brief summary of the results of evaluating build-out timelines with various growth rates, and tables/figures comparing priority area build-out in relation to remaining treatment plant capacity. The Planning Commission will use the comments from tonight's meeting to refine the attached policies/criteria prior to making a final recommendation to the Council.

Council questions included:

Davies: Do we have a process for water shortages, and do we have any written public comments from the special Planning Commission meeting? Most priorities listed in area A are visitor serving and the demand would be much higher than in normal residential uses.

Parker explained that there can be a drought contingency, a capital improvement program, and a plan to track residential uses.

Public comment included:

Meg Stofsky – NAACP member

Would appreciate more information on this topic and requested the City modernize the process.

Dave Hankin – Trinidad area

Read from prepared comments, submitted to the City Clerk. I found the information presented tonight to be very accessible and transparent. I am concerned about how GHD chose to express the excess capacity of 48,000 gpd as what can be pumped in June, and about the application requirements for new service. The excess capacity needs to be evaluated and re-defined.

Erin Quinlan – Trinidad area

Has the mandated housing increased? Concerned about the Rancheria's plan to drill wells to supply water to the hotel and how that may impact local area wells. **Parker** explained that the inventory of expected infill units is approximately 18-20.

Don Allan – Trinidad area

I appreciate the color map online of the water service area. Noted that it looks like the city has slightly reduced its overall use over time. I agree with the priorities listed, but wonder why the Rancheria isn't listed specifically. If there is available water, the Planning Commission or Council should decide who gets it – not the City Manager.

Bryce Kenny – Trinidad

Read from a prepared letter dated February 10, submitted to the City Clerk. Summarized, there should be a moratorium on expanding water service to areas A,B, and C until more data is received so the water resources are not over-allocated. We can't say what build-out will look like, but the City should wait for all the questions to be answered before determining the best approach to allocating water. Health and Safety policy also needs to be elaborated. Please review my letter for more details.

Richard Johnson – Trinidad area/City Planning Commissioner

There is a City water line that runs under the freeway connecting through the Baker Ranch subdivision area.

Steve Madrone – Trinidad area/County Supervisor

The conservative approach would be to do nothing new. The State just experienced a drought, but Trinidad did not. The City should think about annexation as part of the master plan.

Lori Keating – Your water comes from Luffenholtz Creek, a very beautiful watershed.

Aaron Hakenen – Trinidad

I'm new to the area, and notice a number of contradictions in this document. We should be careful with this resource. It looks like we can barely meet the demands, and I don't see a fire allocation policy written into the policy. It should be. Existing demands, climate change, and future needs are missing. Take your time to collect the data.

Council comments included:

West: I agree we should consider fire safety flow demands. **Parker** explained that the water model created by GHD will help determine how much, and how the flow will impact the system.

Davies: Who would be expected to bear the cost of system improvements needed to extend services? **Parker** explained that if and when the City got to that point, there are a variety of ways to address them.

Davies: 1) There is no plan for fire flow allocation, 2) The relative humidity seems to be dropping more each year, 3) I'm not in favor of annexation, 4) The policy has a lot of ambiguous language in it, and case-by-case scenarios are not good for planning, 5) there should be a moratorium on extending outside services, and 6) there should be a contingency plan for drought. We also should look at whether these policies conflict with our Local Coastal Plan. The numbers are theoretical, and I'm in favor of a very conservative policy.

Grover: It looks like there should be no plan to extend services or connections until we have more information. Agree with fellow Councilmembers.

Miller: Climate change. I'm very concerned about drought conditions, and we may need to look seriously at annexation because the City needs more human resources to serve on Councils, Commissions, Fire Department, etc.

Ladwig: I'm hearing there is no current policy to manage residential use inside the City limits, no policy to address a major leak in the system, and that a moratorium could be considered until more information is gathered. These should all be incorporated into the policy, and a more definition should be provided in the Health & Safety exception policy.

Extended public comment included:

Steve Madrone – Trinidad area/County Supervisor

The water storage tanks are made of redwood and vulnerable to fire. Reminded the Council of his plan to catch rainwater off roofs to supplement for fire and irrigation.

Dave Hankin – Trinidad area

WCSD may also develop contingency plans for drought conditions, requesting/requiring all residents to reduce their consumption by "x" percentage, for instance.

Don Allan – Trinidad area

Fire storage is very important. Roof-top collection will be useful and should be pursued.

Elaine Weinreb – Trinidad area

Barometric pressure has risen over time, and the prevailing wind direction has also shifted.

Aaron Hakenen – Trinidad

Define Health & Safety policy. Also keep in mind that rationing and reducing consumption could have a significant impact on the revenues and operating budget over time.

Richard Johnson – Planning Commission

The task assigned to the Commission was to review 1 small part of the water policy, "evaluating outside city extension requests". GHD generated reports that we have used, but our focus with this report is outside city service requests. We have worst-cased future uses. We took a conservative approach and feel we have adequate water for in-City residents. Historically the population has not increased much at all.

The Planning Commission will take all the comments into consideration and incorporate them into the final draft for Council consideration at a future meeting.

2. Discussion/Decision regarding Consultant Agreement for Active Transportation Education Services.
City Manager Naffah explained that the Van Wycke Bicycle and Pedestrian Connectivity Project includes \$22,000 in Caltrans Active Transportation Program (ATP) funding for a non-infrastructure program to increase bicycle and pedestrian safety and activity in Trinidad for consultant services and staff time. The Council awarded a consultant agreement of \$17,978 for the bicycle and pedestrian safety program to RCAA on December 10, 2019. Staff is exploring a significant scope change for the pedestrian trail portion of the project, and this may result in the termination of the ATP grant funding for construction as well as the non-infrastructure education component, which would mean loss of funding for the RCAA agreement.

The Trinidad Bicycle and Pedestrian Education Program is designed to encourage Trinidad residents and community members to use active modes of transportation and educate them about bicycle and pedestrian safety. The agreement scope, schedule and budget are summarized below:

Active Transportation Program Tasks	Task Details & Schedule	Budget
Task A: Disseminate information about Trinidad's non-motorized routes and bike/pedestrian safety education	Prepare project information poster and bike/ped safety poster. Disseminate at the June 2021 Fish Festival.	\$5,790
Task B: Trinidad Bicycle and Pedestrian Route Map in digital print-ready format and printed copies for Fish Festival.	Work with the Trail Committee and CCNM Gateway group to develop Map by Feb. 2021. Disseminate map by June 2021.	\$7,485
Task C: Bike Rodeo to teach children about bike and ped safety and encourage active modes of transportation	Plan event, publicize event and hold Bike Rodeo in May 2021.	\$3,500
	Other: Printing, travel, communications	\$1,203
	Agreement total	\$17,978

Caltrans Local Assistance staff have stated that the City would continue to be reimbursed for work under the non-infrastructure phase of the grant until such time as the ATP grant is terminated. Because of the uncertainty with the Caltrans grant funding, RCAA and staff are requesting direction from the City Council about ongoing funding support for the agreement or completion of specific project tasks through other potential funding sources.

There was no public comment.

*Motion (Davies/West) to suspend this grant until more information is received about the status of the Van Wycke Trail Rehabilitation grant. **Passed unanimously.***

3. Discussion/Decision regarding Mid-Year 2019-2020 Budget Update and Adjustments.
City Manager Naffah reported that this is an opportunity for the Council to have a discussion about the budget at the mid-year point. Staff reported various highlights such as a steep increase in Cemetery plot sales, and presented additional revenues that have come in after the December reports were printed.

With no significant situations, deficits, or issues to report, the Council did not have any further comments or questions.

There was no public comment.

No formal decision or action was taken.

4. November 2020 City Election Calendar
City Clerk Adams presented a calendar of upcoming benchmarks as the City prepares for the November 2020 General Election. The ballot will include 3 Council member seats up for election, along with a possible continuation of the ¾% Sales Tax Measure.

Public comment included:

Patti Fleschner – Trinidad

The first edition of this Sales Tax Measure was introduced in 2004 with a promise it would sunset in 4-years. The measure hurt my business, but the town may in fact benefit greatly from it.

Council comments included:

Miller: I would like to see what the additional revenue brought in over the last 4-years.

Ladwig: I would like to request a visual comparison showing all the City's income sources relative to one-another, and the income difference between the regular sales tax revenue vs. the add-on tax.

West: I think it would be helpful to see how much of this tax is paid by tourists.

Staff will assemble the data as requested and return to a March meeting for a continued discussion.

5. Update on Planning Commission and Committee Vacancies.

City Clerk Adams explained that there has been no interest expressed for any of the current, vacant positions open, which include 1) Planning Commission, 2) STR Committee, and 3) Trails Committee. The recruitment process will continue until such time qualified candidates express interest.

Information item only. No decision was made.

XI. FUTURE AGENDA ITEMS

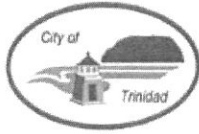
ADJOURNMENT: 9:15pm.

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Steve Ladwig
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

1. Staff Activity Report – February 2020

CITY MANAGER'S REPORT

Microsoft Windows: All city computers have been updated from Windows 7 to Windows 10 since Windows 7 is no longer being supported by Microsoft.

Building Official: Ross Nash has begun working as Building Official for the City on a contract basis replacing John Roberts who retired. Ross has served for a short while at the City in the past. Recently he was working in the construction sector on a variety of projects. Ross will generally be at the City on Thursday mornings.

Measure Z: The City has once again submitted an application for Measure Z funding. Last year the requested law enforcement position was unfunded due to a shortage of Sheriff Deputies in the County. The City hopes to receive funding this year in order to provide increased law enforcement.

Stormwater Projects: The City had a meeting and has a follow-up meeting scheduled next week with the Trinidad Rancheria to coordinate stormwater projects that culminate in the Harbor. Construction and maintenance of an infiltration gallery and other improvements will be discussed.

Van Wycke Trail and Connectivity Project: A meeting was held, and another is scheduled for the end of the week to discuss project options with impacted stakeholders that are in the path of several alternatives for the Van Wycke Trail. Relocating the trail upslope or on Edwards, and pedestrian improvements on Edwards are being addressed.

Local Road Safety Plan: The coordination of local road improvement projects with the County is being addressed. Improvements on roads that are partially in the City and partially in the County were the topic of discussion. Most of the cities in the County were represented at a meeting at the end of February.

Redwood Empire Division of LOCC meeting: The Redwood Empire Division cities will be meeting in Rio Dell and Benbow on March 20th. The City Manager along with available City

Council Members will attend the meeting to discuss similar issues faced by rural cities in the region.

Chamber Mixer: The next Mixer sponsored by the Trinidad Chamber of Commerce will be held on April 8th from 5:30-7:00 pm at 840 Stagecoach Road. Council Members and staff are invited to attend.

City Clerk's Office: February 2020

Water Policy, Building Inspector, Problem Solving, Project Bid Documents, Information requests

February was a kitchen-sink month – a seemingly wide-ranging, endless conveyor of demands from the community at-large with concerns about projects happening in-town and in the surrounding community. Larger projects such as the Stormwater Project, the Van Wycke Trail Rehabilitation Project, the Downtown Pedestrian Connectivity Project are all reaching benchmarks in their timelines requiring staff involvement or public outreach. More long-range projects such as the Water Policy discussions also increase public engagement with the Clerk's Office, along with projects that are ready to go out to bid such as the Town Hall Solar and School Crosswalk alert projects.

There has been a significant up-tick in resident interactions with the City that include everything from requests for right-of-way improvements, water leak troubleshooting, requests to resolve problems created in past decades by the City, development related-inquiries, requests for use of Town Hall for new fitness classes and for the upcoming play rehearsal, community safety concerns, and visitors seeking information about the town. Here's a partial list of the administrative accomplishments in February beyond the routine water billing, walk-in, phone, and email responses:

- STR License applications have all been submitted and are on the City Manager's desk awaiting approval.
- 1 Council meeting, 2 Planning Commission Meetings.
- Assisted Building Inspector John Roberts through his transition with the new hired inspector Ross Nash.
- Mailed the 2020 City Newsletter to all City residents.
- Fielded numerous request for stats and data from various State and private agencies ranging from building permit activity, State Mandated programs for accessibility, and Occupancy Tax collections.

FPPC FORM 700 Disclosures, UPDATE FOR MARCH:

The City Clerk's office is responsible for administering the annual FPPC Form 700 filing for all of Trinidad's obligated Staff, Council, and Planning Commissioners. You may already be getting notices from outside Committees that you represent the City on such as RCEA, RREDC, or the Indian Gaming Local Benefit Committee.

The FPPC has been trying to shift all filers to doing their annual statements electronically. Your electronic filing should cover all your committees as well, although some of those agency filing officials prefer receiving a paper copy from you.

After speaking with the FPPC representative, the electronic filing has its advantages, and disadvantages. The advantage is that by filing electronically you will have met your obligation with the FPPC which is our primary concern. The disadvantage is that every filing official (City Clerk's office, HCAOG, County Administrative Office, RCEA, RREDC) has their own process by which they are comfortable with. Some may require a document be submitted with a wet signature, another may be satisfied with an electronic copy of your FPPC online filing confirmation. In the past, the Clerk's office would create, duplicate, and distribute your forms to those agencies on your behalf. We now can only do that for individuals that prefer filing a paper copy, which the FPPC still allows.

The FPPC will be sending electronic reminders directly to individuals that have not filed yet and I will try to reach out to you before the April deadline as well.

If you have any questions about this process before then, feel free to email or contact me directly.

Gabriel Adams

Trinidad City Clerk

707.677.0223

cityclerk@trinidad.ca.gov

March 2020 Project and Grant Coordinator Activities Report

Non-grant (general fund) Projects and tasks assigned for January and February:

- Continue working with Redwood Coast Energy Authority to prepare the bid documents for the Trinidad Solar PV Project.
- Prepare for adoption by Council of the Local Hazard Mitigation Plan.
- Assist with project information for the City Newsletter.
- Coordinate technical assistance from the Environmental Finance Center to complete water rate analysis.
- Participated in a meeting with Cities and the County to work on the Climate Action Plan with

Develop and Manage Grant Projects – Provided administrative support for all grants; worked with funders to complete funding agreements and develop new grant funding; coordinated with city staff, project consultants and project partners.

- Participate in discussion with County about developing a *Local Road Safety Plan* (LRSP) with Caltrans Local Assistance funding. The LRSP provides a framework to work with safety partners to identify, analyze and prioritize safety improvements on local and rural roads. In the future, these plans will be a requirement for Caltrans Highway Safety Improvement Program (HSIP) funding.
- The City did not receive requested funding from California Office of Emergency Services for *Public Safety Power Shutoff (PSPS) Resiliency Allocation to Cities*. No cities in Humboldt County received this funding. Identify other funding options for City Hall improvements to set up a Power Outage Community Resource Center, install battery backup for the future Solar PV System.
- Per Capita grant allocation: The application period for the Per Capita funding has not yet been announced by the State Parks and Recreation. CEQA environmental clearance must be completed before projects are approved for funding. Priority eligible CEQA exempt projects include upgrading the tennis court to include pickle ball, ADA accessibility improvements at the Saunders Park/Library parking lot and improving trail system signage. Trail improvements recommended by the Trail Committee will need to go through the CEQA process prior to submitting an application.
- Ongoing: Identify grant funding to pursue priority projects for water system improvements, recreation, trail system improvements.

Details are provided below for each grant project.

Project Name	Storm Water Management Improvement Project Phase 2 (ASBS Storm Water Project)		
Grant Budget	\$4,833,000	Funding Source	Prop 84 Storm Water Grant Program
City Match	\$15,000	Match paid by	General Funds- project development staff costs 2015- 2017
USDA Match	\$26,000	Paid by	USDA SEARCH Grant for Project Engineering Report
USDA Match	\$511,000	Application Pending	USDA Rural Development Storm Water Grant/Loan Financing
Term	9/1/17 - 6/30/21	City Personnel Costs	Funded by Prop 84 grant beginning September 2017

Project Summary and Background: This is the final phase of the ASBS Storm Water project to eliminate the storm water discharge into the Trinidad Bay (Area of Biological Significance or ASBS) at Launcher Beach by constructing LID improvements along Underwood, Edwards, Ewing, and at the harbor parking lot area.

Status: Approximately \$300,000 has been spent to date for approximately 5 % of the total project. The City continues to coordinate with the Trinidad Rancheria regarding work in the beach parking area and has drafted a landowner access agreement for consideration by Rancheria Tribal Council and City Council. The funder is reviewing the draft 100% project design and specifications for approval. There may be a hearing at the Coastal Commission in early 2020. The project will be put out to bid in spring 2020 with construction to proceed in June 2020.

Project Name	LCP Update Project 2		
Grant Budget	\$51,000	Funding Source	Coastal Commission LCP Planning Grant Round 4
Term	11/1/2017-12/31/2019	City Personnel Costs	Reimbursed by grant funds

Project Summary: This second Coastal Commission LCP grant project focuses on developing a Coastal Hazards Plan/Recommendations and Water Supply Assessment to support planning and work on the General Plan/LCP update.

Project Status: 100% of the grant budget has been spent. The grant project tasks were completed December 31, 2019 and the Grant has been closed out.

Project Name	Van Wycke Bicycle and Pedestrian Connectivity Project (Van Wycke Trail Project)		
Grant Budget	\$692,000	Funding Source	Caltrans Active Transportation Program (state funding only)
City Costs	\$17,000	Paid by	FY 19-20 GF Budget – Public Works
Term	7/8/16-4/1/21	City Personnel Costs	Partially reimbursed by grant

Project Summary: This proposed project will improve the Van Wycke Trail and Edwards Street to provide better access and safety for pedestrians and for bicyclists between Edwards Street and the Harbor Area.

Project Status: Approximately 7% of grant budget has been spent. City Council voted to eliminate the retaining wall and work on project revisions that would be acceptable to stakeholders. The City met with Caltrans to discuss options, met with stakeholders in February and is coordinating a follow up meeting.

Project Name	Bicycle and Pedestrian Outreach & Education (Van Wycke Non-Infrastructure)		
Grant Budget	\$22,000	Funding Source	Caltrans Active Transportation Program (state funding only) Funding through Van Wycke Trail Project but considered a separate project by Caltrans.
Term	7/1/19 -4/1/21	City Personnel Costs	Reimbursed by grant funds

Project Summary: The Education and Outreach program for this project conducts bicycle and pedestrian safety education, develops citywide trail maps, and informs the public about using active modes of transportation and non-motorized routes (trails, sidewalks & bike lanes). Posters will be developed and information will be presented at the Trinidad Fish Festival and a Bike Rodeo will be held.

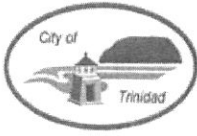
Project Status: In December Council awarded a contract to RCAA for Trinidad Bicycle and Pedestrian Safety Program for active transportation education & outreach consultant services. Because of the uncertainty with the Van Wycke Trail construction, the work on the Trinidad trail and bike route map is suspended until the Van Wycke Trail construction project moves ahead.

Project Name	Downtown Trinidad Pedestrian and Connectivity Improvements Project		
Project Budget	\$550,000	Funding Source	Caltrans STIP
Match	\$30,000	Match paid by	City (from Gas Tax & other Transportation funding)
Term	2019 - 2021	City Personnel Costs	Partially reimbursed by STIP funds

Project Summary: The Downtown Trinidad Pedestrian and Connectivity Improvements Project will remove accessibility barriers and extend new safe and accessible pedestrian routes (in accordance with the Americans with Disabilities Act of 1990) along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street.

Status: Caltrans allocation of funding for the right of way engineering and preliminary designs was approved in January so work will proceed on those tasks.

Submitted by Becky Price-Hall, Project & Grant Coordinator



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 11 PAGES

2. Financial Statements - January 2020

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 1/1/2020 Through 1/31/2020

		Current Month	Year to Date	Total Budget - Original	% of Budget
Revenue					
41010	PROPERTY TAX - SECURED	52,305.81	52,305.81	92,000.00	(43.15)%
41020	PROPERTY TAX - UNSECURED	3,906.99	3,906.99	3,800.00	2.82%
41040	PROPERTY TAX-PRIOR UNSECURED	16.65	16.65	25.00	(33.40)%
41050	PROPERTY TAX - CURRENT SUPPL	860.75	860.75	1,300.00	(33.79)%
41060	PROPERTY TAX-PRIOR SUPPL	186.55	186.55	200.00	(6.72)%
41070	PROPERTY TAX - FINES	408.63	408.63	500.00	(18.27)%
41110	PROPERTY TAX EXEMPTION	593.41	593.41	1,300.00	(54.35)%
41130	PUBLIC SAFETY 1/2 CENT	0.00	0.00	1,900.00	100.00)%
41140	PROPERTY TAX - DOCUMENTARY RE	314.60	314.60	4,500.00	(93.01)%
41200	LAFCO Charge	13.91	13.91	0.00	0.00%
41220	IN LIEU VLF	0.00	0.00	28,500.00	100.00)%
42000	SALES & USE TAX	60,574.13	139,399.20	255,000.00	(45.33)%
43000	TRANSIENT LODGING TAX	13,253.61	67,014.60	140,000.00	(52.13)%
46000	GRANT INCOME	0.00	0.00	10,000.00	100.00)%
53010	COPY MACHINE FEE	145.78	153.48	50.00	206.96%
53020	INTEREST INCOME	13,355.90	22,743.09	25,300.00	(10.11)%
53090	OTHER MISCELLANEOUS INCOME	317.27	11,313.19	14,000.00	(19.19)%
54020	PLANNER- APPLICATION PROCESSIN	150.00	19,105.53	18,000.00	6.14%
54050	BLDG.INSPECTION APPLICATION PROCESSI	545.50	6,224.83	8,000.00	(22.19)%
54100	ANIMAL LICENSE FEES	0.00	75.00	300.00	(75.00)%
54150	BUSINESS LICENSE TAX	3,984.00	7,150.00	9,000.00	(20.56)%
54170	STR License Fee (Short Term Rental)	9,300.00	9,600.00	9,000.00	6.67%
54300	ENCROACHMENT PERMIT FEES	50.00	432.00	400.00	8.00%
56400	RENT - VERIZON	30,876.25	73,190.14	9,000.00	713.22%
56500	RENT - HARBOR LEASE	0.00	0.00	5,125.00	100.00)%
56550	RENT - PG& E	0.00	0.00	9,000.00	100.00)%
56650	RENT - SUDDENLINK	1,686.38	5,018.38	6,000.00	(16.36)%
56700	RENT - TOWN HALL	325.00	1,602.50	5,000.00	(67.95)%
	Total Revenue	193,171.12	421,629.24	657,200.00	(35.84)%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 1/1/2020 Through 1/31/2020

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60900	HONORARIUMS	250.00	1,750.00	3,000.00	41.67%
61000	EMPLOYEE GROSS WAGE	13,983.48	69,306.22	121,018.00	42.73%
65100	DEFERRED RETIREMENT	1,322.55	6,557.60	11,441.00	42.68%
65200	MEDICAL INSURANCE AND EXPENSE	1,634.58	10,559.19	20,248.00	47.85%
65250	Health Savings Program	16.48	91.38	1,443.00	93.67%
65300	WORKMEN'S COMP INSURANCE	0.00	5,010.00	4,538.00	(10.40)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	76.34	473.06	750.00	36.93%
65600	PAYROLL TAX	1,155.08	5,729.57	10,133.00	43.46%
65800	Grant Payroll Allocation	0.00	(5,852.17)	(5,000.00)	(17.04)%
68090	CRIME BOND	0.00	512.20	500.00	(2.44)%
68200	INSURANCE - LIABILITY	0.00	11,867.45	11,500.00	(3.20)%
68300	PROPERTY & CASUALTY	0.00	5,035.55	5,000.00	(0.71)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	5,000.00	100.00%
71310	CITY PLANNER-ADMIN. TASKS	18,833.54	52,428.84	70,000.00	25.10%
71410	BLDG INSPECTOR-ADMIN TASKS	2,697.50	7,777.14	7,000.00	(11.10)%
71510	ACCOUNTANT-ADMIN TASKS	2,683.36	10,625.76	17,000.00	37.50%
71620	AUDITOR-FINANCIAL REPORTS	11,765.00	11,765.00	14,500.00	18.86%
72000	CHAMBER OF COMMERCE	0.00	0.00	15,000.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	575.28	1,439.02	3,000.00	52.03%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	(740.84)	2,000.00	137.04%
75170	RENT	750.00	5,250.00	9,000.00	41.67%
75180	UTILITIES	1,640.50	7,027.93	12,000.00	41.43%
75190	DUES & MEMBERSHIP	131.00	896.00	1,000.00	10.40%
75200	MUNICIPAL/UPDATE EXPENSE	70.00	445.00	3,500.00	87.29%
75220	OFFICE SUPPLIES & EXPENSE	87.41	3,421.99	6,000.00	42.97%
75240	BANK CHARGES	0.00	30.00	100.00	70.00%
75280	TRAINING / EDUCATION	0.00	0.00	200.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	8,000.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	2,064.02	500.00	(312.80)%
76110	TELEPHONE	387.42	2,680.13	2,500.00	(7.21)%
76130	CABLE & INTERNET SERVICE	142.45	1,077.75	3,000.00	64.08%
76150	TRAVEL	0.00	1,413.14	2,000.00	29.34%
78170	SECURITY SYSTEM	274.08	503.58	500.00	(0.72)%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	151.38	2,000.00	92.43%
Total Expense		58,476.05	219,295.89	368,371.00	40.47%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 1/1/2020 Through 1/31/2020

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
61000	EMPLOYEE GROSS WAGE	663.60	3,310.01	5,751.00	42.44%
65100	DEFERRED RETIREMENT	52.26	260.35	453.00	42.53%
65200	MEDICAL INSURANCE AND EXPENSE	45.87	231.88	544.00	57.38%
65250	Health Savings Program	0.50	2.50	60.00	95.83%
65300	WORKMEN'S COMP INSURANCE	0.00	212.00	216.00	1.85%
65600	PAYROLL TAX	53.96	269.76	475.00	43.21%
75170	RENT	750.00	5,250.00	9,000.00	41.67%
75180	UTILITIES	190.20	1,254.93	1,800.00	30.28%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	500.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	65,000.00	100.00%
75350	ANIMAL CONTROL	256.00	1,012.00	1,600.00	36.75%
76110	TELEPHONE	0.00	373.02	1,200.00	68.92%
76130	CABLE & INTERNET SERVICE	74.45	223.35	0.00	0.00%
78170	SECURITY SYSTEM	76.50	531.00	500.00	(6.20)%
	Total Expense	2,163.34	12,930.80	87,099.00	85.15%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 1/1/2020 Through 1/31/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
60900	HONORARIUMS	150.00	1,050.00	2,400.00	56.25%
75180	UTILITIES	0.00	361.37	1,150.00	68.58%
75190	DUES & MEMBERSHIP	0.00	0.00	350.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	500.00	100.00%
76110	TELEPHONE	122.37	814.44	1,000.00	18.56%
76140	RADIO & DISPATCH	0.00	0.00	1,800.00	100.00%
78140	VEHICLE FUEL & OIL	68.31	194.97	350.00	44.29%
78150	VEHICLE REPAIRS	0.00	4,706.71	2,500.00	(88.27)%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	261.96	10,000.00	97.38%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	<u>340.68</u>	<u>7,389.45</u>	<u>22,550.00</u>	<u>67.23%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 1/1/2020 Through 1/31/2020

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
61000	EMPLOYEE GROSS WAGE	11,041.15	53,721.95	94,198.00	42.97%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65000	EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	100.00	100.00%
65100	DEFERRED RETIREMENT	1,242.90	6,027.40	10,593.00	43.10%
65200	MEDICAL INSURANCE AND EXPENSE	2,371.68	17,525.70	30,753.00	43.01%
65250	Health Savings Program	19.15	118.00	1,158.00	89.81%
65300	WORKMEN'S COMP INSURANCE	0.00	3,507.00	3,532.00	0.71%
65600	PAYROLL TAX	924.32	4,496.80	8,016.00	43.90%
65800	Grant Payroll Allocation	(3,091.23)	(22,465.99)	(63,000.00)	64.34%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	4,122.00	10,000.00	58.78%
71250	CITY ENGINEER - PROJECT FEES	188.75	188.75	0.00	0.00%
71310	CITY PLANNER-ADMIN. TASKS	1,276.80	1,276.80	15,000.00	91.49%
75180	UTILITIES	0.00	274.78	250.00	(9.91)%
75190	DUES & MEMBERSHIP	0.00	144.00	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	64.91	64.91	3,000.00	97.84%
75300	CONTRACTED SERVICES	0.00	0.00	10,000.00	100.00%
75370	UNIFORMS/PERSONAL EQUIP.	86.78	346.34	1,000.00	65.37%
78100	STREET MAINT/REPAIR/SANITATION	507.10	784.74	5,000.00	84.31%
78120	STREET LIGHTING	337.55	2,555.60	5,000.00	48.89%
78130	TRAIL MAINTENANCE	0.00	0.00	10,000.00	100.00%
78140	VEHICLE FUEL & OIL	194.88	1,543.29	4,000.00	61.42%
78150	VEHICLE REPAIRS	0.00	1,252.63	2,500.00	49.89%
78160	BUILDING REPAIRS & MAINTENANCE	64.61	1,565.74	14,000.00	88.82%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	1,698.40	5,000.00	66.03%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	2,241.15	4,200.00	46.64%
	Total Expense	15,229.35	80,989.99	174,800.00	53.67%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 1/1/2020 Through 1/31/2020

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
56150	FRANCHISE FEES	1,509.29	5,197.99	10,000.00	(48.02)%
	Total Revenue	1,509.29	5,197.99	10,000.00	(48.02)%
	Expense				
61000	EMPLOYEE GROSS WAGE	1,071.57	5,220.42	9,287.00	43.79%
65100	DEFERRED RETIREMENT	128.58	626.39	1,114.00	43.77%
65200	MEDICAL INSURANCE AND EXPENSE	274.70	1,836.04	3,192.00	42.48%
65250	Health Savings Program	2.58	16.68	138.00	87.91%
65300	WORKMEN'S COMP INSURANCE	0.00	450.00	348.00	(29.31)%
65600	PAYROLL TAX	91.05	443.78	796.00	44.25%
75130	GARBAGE	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	993.88	993.88	1,800.00	44.78%
	Total Expense	2,562.36	9,587.19	17,175.00	44.18%
	Net Income	(1,053.07)	(4,389.20)	(7,175.00)	(38.83)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
303 - COPS Program
From 1/1/2020 Through 1/31/2020

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	104,111.87	104,111.87	100,000.00	4.11%
	Total Revenue	104,111.87	104,111.87	100,000.00	4.11%
	Expense				
75300	CONTRACTED SERVICES	40,671.25	81,342.50	100,000.00	18.66%
	Total Expense	40,671.25	81,342.50	100,000.00	18.66%
	Net Income	63,440.62	22,769.37	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
503 - State Gas Tax
From 1/1/2020 Through 1/31/2020

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	0.00	18,000.00	(100.00)%
47005	RMRA (SB1)	548.06	2,894.26	0.00	0.00%
47010	TCRF Loan Repayment	412.59	412.59	0.00	0.00%
47030	GAS TAX REVENUE (2103)	235.22	1,763.89	0.00	0.00%
47050	GAS TAX REVENUE (2105)	155.18	1,186.50	0.00	0.00%
47060	GAS TAX REVENUE (2106)	514.62	3,619.73	0.00	0.00%
47070	GAS TAX REVENUE (2107)	209.32	1,472.08	0.00	0.00%
47075	GAS TAX REVENUE (2107.5)	0.00	1,000.00	0.00	0.00%
	Total Revenue	2,074.99	12,349.05	18,000.00	(31.39)%
	Expense				
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	40,000.00	100.00%
	Total Expense	0.00	0.00	40,000.00	100.00%
	Net Income	2,074.99	12,349.05	(22,000.00)	(156.13)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
504 - TDA - Transporation Development Agency
From 1/1/2020 Through 1/31/2020

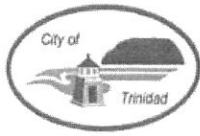
		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	0.00	22,000.00	(100.00)%
49990	OTHER GRANTS	0.00	15,190.00	0.00	0.00%
	Total Revenue	0.00	15,190.00	22,000.00	(30.95)%
	Expense				
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	12,000.00	100.00%
75250	TRANSIT SERVICES- HTA	0.00	4,980.00	0.00	0.00%
	Total Expense	0.00	4,980.00	12,000.00	58.50%
	Net Income	0.00	10,210.00	10,000.00	2.10%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 1/1/2020 Through 1/31/2020

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	12,000.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	630.00	630.00	1,000.00	(37.00)%
57100	WATER SALES	26,702.66	198,513.34	315,000.00	(36.98)%
57200	Water Sales - Wholesale	1,680.00	5,820.00	6,500.00	(10.46)%
57300	NEW WATER HOOK UPS	0.00	0.00	4,500.00	(100.00)%
57500	WATER A/R PENALTIES	(434.66)	4,699.28	1,800.00	161.07%
	Total Revenue	28,578.00	209,662.62	340,800.00	(38.48)%
Expense					
61000	EMPLOYEE GROSS WAGE	13,640.19	68,422.83	119,121.00	42.56%
65100	DEFERRED RETIREMENT	1,554.81	7,791.55	13,584.00	42.64%
65200	MEDICAL INSURANCE AND EXPENSE	3,543.04	23,514.04	41,359.00	43.15%
65250	Health Savings Program	26.56	161.66	1,443.00	88.80%
65300	WORKMEN'S COMP INSURANCE	0.00	3,900.00	4,467.00	12.69%
65600	PAYROLL TAX	1,143.93	5,731.31	10,152.00	43.55%
68090	CRIME BOND	0.00	275.80	300.00	8.07%
68200	INSURANCE - LIABILITY	0.00	6,206.55	6,100.00	(1.75)%
68300	PROPERTY & CASUALTY	0.00	2,711.45	2,405.00	(12.74)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	282.00	972.75	5,000.00	80.55%
71230	ENGINEER-SPECIAL PROJECTS	1,711.50	40,203.25	75,000.00	46.40%
71310	CITY PLANNER-ADMIN. TASKS	3,937.95	7,610.45	10,000.00	23.90%
71510	ACCOUNTANT-ADMIN TASKS	1,444.89	5,719.54	9,000.00	36.45%
71620	AUDITOR-FINANCIAL REPORTS	6,335.00	6,335.00	7,000.00	9.50%
72100	BAD DEBTS	0.00	213.79	100.00	(113.79)%
75110	FINANCIAL ADVISOR/TECH SUPPORT	140.00	140.00	0.00	0.00%
75180	UTILITIES	1,017.56	10,231.37	14,000.00	26.92%
75190	DUES & MEMBERSHIP	150.00	669.00	125.00	(435.20)%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	203.08	200.00	(1.54)%
75220	OFFICE SUPPLIES & EXPENSE	0.00	2,947.86	3,750.00	21.39%
75240	BANK CHARGES	0.00	20.00	100.00	80.00%
75280	TRAINING / EDUCATION	0.00	268.30	750.00	64.23%
75300	CONTRACTED SERVICES	0.00	1,080.00	8,000.00	86.50%
76110	TELEPHONE	174.01	1,110.78	1,600.00	30.58%
76130	CABLE & INTERNET SERVICE	61.95	371.70	750.00	50.44%
76160	LICENSES & FEES	0.00	6,381.74	3,200.00	(99.43)%
78140	VEHICLE FUEL & OIL	107.91	1,029.75	1,200.00	14.19%
78150	VEHICLE REPAIRS	0.00	130.00	2,500.00	94.80%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,250.00	100.00%
78170	SECURITY SYSTEM	76.50	229.50	500.00	54.10%
78190	MATERIALS, SUPPLIES & EQUIPMEN	1,219.94	3,016.51	5,000.00	39.67%
78200	EQUIPMENT REPAIRS & MAINTENANC	107.93	6,943.04	5,850.00	(18.68)%
79100	WATER LAB FEES	285.00	4,575.81	4,200.00	(8.95)%
79120	WATER PLANT CHEMICALS	1,097.36	3,085.42	7,500.00	58.86%
79130	WATER LINE HOOK-UPS	0.00	6,500.00	4,500.00	(44.44)%
79150	WATER LINE REPAIR	554.22	554.22	10,000.00	94.46%
79160	WATER PLANT REPAIR	0.00	0.00	3,000.00	100.00%
	Total Expense	38,612.25	229,258.05	383,506.00	40.22%
	Net Income	(10,034.25)	(19,595.43)	(42,706.00)	(54.12)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 1/1/2020 Through 1/31/2020

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
53020	INTEREST INCOME	0.00	0.00	250.00	(100.00)%
58100	CEMETERY PLOT SALES	9,880.00	28,422.50	9,000.00	215.81%
58150	Cemetery Plot Refunds	0.00	(1,410.00)	0.00	0.00%
	Total Revenue	9,880.00	27,012.50	9,250.00	192.03%
	Expense				
61000	EMPLOYEE GROSS WAGE	1,007.40	4,846.72	8,731.00	44.49%
65100	DEFERRED RETIREMENT	120.87	581.52	1,048.00	44.51%
65200	MEDICAL INSURANCE AND EXPENSE	216.46	1,453.21	2,648.00	45.12%
65250	Health Savings Program	2.23	14.78	180.00	91.79%
65300	WORKMEN'S COMP INSURANCE	0.00	495.00	327.00	(51.38)%
65600	PAYROLL TAX	85.62	412.03	748.00	44.92%
75180	UTILITIES	0.00	226.15	493.00	54.13%
75300	CONTRACTED SERVICES	0.00	0.00	2,000.00	100.00%
78170	SECURITY SYSTEM	106.50	319.50	450.00	29.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
	Total Expense	1,539.08	8,348.91	17,125.00	51.25%
	Net Income	8,340.92	18,663.59	(7,875.00)	(337.00)%



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

3 Law Enforcement Report - February 2020

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 1

Incident Search Results

City is trinidad or trin, Date Between 2/10/2020 and 2/23/2020

02/24/2020

Date	Inc #	Type	Time	Location	Dispositio
02/10/2020	2002100041	LIVSTK	10:41:12	812 STAGECOACH RD	Scheduled Incident Created
02/10/2020	2002100056	XFER	12:07:54	300 TRINITY ST	Xfer to Medical
02/10/2020	2002100057	ASSISTA	12:12:17	300 TRINITY ST	Cad Documentation Only
02/10/2020	2002100155	TPAT	22:29:18	100 MAIN ST	No Report
02/11/2020	2002110030	FP	08:44:07	CAMEL ROCK	Cad Documentation Only
02/11/2020	2002110053	TPAT	11:04:19	(UNKNOWN ADDRESS)	Cad Documentation Only
02/11/2020	2002110165	459R	22:06:23	501 S WESTHAVEN DR	Report Taken
02/12/2020	2002120027	TEST	08:46:54	TRINITY ST	Cad Documentation Only
02/12/2020	2002120070	459V	13:27:01	LUFFENHOLTZ RD	Report Taken
02/12/2020	2002120077	488	14:21:12	199 N WESTHAVEN DR	Report Taken
02/12/2020	2002120141	PC	22:56:33	WESTHAVEN DR	No Report
02/12/2020	2002120143	TPAT	23:03:43	100 MAIN ST	No Report
02/13/2020	2002130027	LIVSTK	07:00:42	812 STAGECOACH RD	Cad Documentation Only
02/13/2020	2002130115	LIVSTK	14:51:06	673 N WESTHAVEN DR	Scheduled Incident Created
02/13/2020	2002130123	911H	15:30:31	1 BAY ST	Cad Documentation Only
02/13/2020	2002130124	911M	15:31:18	925 LIGHTHOUSE RD	Cad Documentation Only
02/14/2020	2002140020	LIVSTK	07:00:51	673 N WESTHAVEN DR	Public Assist
02/14/2020	2002140067	JUVL	12:33:22	EDWARDS ST/TRINITY ST	Cancel Per Rp
02/14/2020	2002140106	BEACH	15:36:20	(UNKNOWN ADDRESS)	No Report
02/14/2020	2002140109	VEHI	15:50:10	SCENIC DR/CHER-AE LN	Field Interview
02/14/2020	2002140113	TPAT	15:57:50	.TRINIDAD	No Report
02/15/2020	2002150097	UNW	12:27:01	389 MAIN ST	Advised to Move Along
02/15/2020	2002150197	FP	23:11:42	27 SCENIC DR	Cad Documentation Only
02/16/2020	2002160005	TRF	00:23:54	CLAM BEACH DR/HIGHWAY 10	Warned
02/16/2020	2002160055	TPAT	09:15:31	CITY OF TRINIDAD	No Report
02/16/2020	2002160059	FP	10:06:29	27 SCENIC DR	No Report
02/16/2020	2002160061	VEHI	10:08:49	SCENIC DR/BAKER RANCH RD	Field Interview
02/16/2020	2002160118	415	16:44:54	311 OLD WAGON RD	Arrest Made
02/17/2020	2002170015	INFO	06:24:16	201 MAIN ST	Cad Documentation Only
02/17/2020	2002170030	ASSISTA	10:16:00	760 STAGECOACH RD	Cad Documentation Only
02/17/2020	2002170036	RECK	11:15:40	MAIN ST	Unable to Locate
02/17/2020	2002170086	XFER	22:52:44	763 STAGECOACH RD	Xfer to Fire
02/17/2020	2002170089	PC	23:35:25	101 MAIN ST	No Report
02/17/2020	2002170090	TRF	23:55:36	PATRICKS POINT DR/SEAWOO	Marked For Abatement
02/18/2020	2002180002	TRF	00:08:09	HIGHWAY 101 OVERPASS/6TH	Cited
02/18/2020	2002180008	FP	02:05:47	27 SCENIC DR	Cad Documentation Only
02/18/2020	2002180040	FP	09:07:52	LUFFENHOLTZ BEACH	Cad Documentation Only
02/18/2020	2002180056	TPAT	11:15:01	(UNKNOWN ADDRESS)	Cad Documentation Only
02/18/2020	2002180090	CIVS	15:24:03	330 VIEW AVE	Negative Contact Made
02/19/2020	2002190022	UNW	08:40:46	858 TEH PAW	Civil Problem
02/19/2020	2002190023	CUST	08:47:48	858 TEH PAW LN	Duplicate Call
02/19/2020	2002190053	XFER	12:05:48	.SB101	Xfer to another agency
02/19/2020	2002190153	TRF	22:38:38	27 SCENIC DR	Cited
02/20/2020	2002200014	INC	07:09:13	1 CHER-AE LN	Phone Malfunction

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 2

Incident Search Results

City is trinidad or trin, Date Between 2/10/2020 and 2/23/2020

02/24/2020

Date	Inc #	Type	Time	Location	Dispositio
02/20/2020	2002200022	ANIMAL	08:22:19	820 STAGECOACH RD	Cad Documentation Only
02/20/2020	2002200060	WELF	12:07:54	51 MIDWAY DR	No Report
02/20/2020	2002200065	PED	12:42:24	SCENIC DR/MAIN ST	Field Interview
02/20/2020	2002200067	TPAT	12:47:18	.TRINIDAD	No Report
02/20/2020	2002200094	INC	14:42:32	27 SCENIC DR	Phone Malfunction
02/21/2020	2002210103	459R	13:49:09	501 WESTHAVEN DR	Report Taken
02/21/2020	2002210107	33X	14:09:44	452 WESTGATE DR	Billable Alarm
02/21/2020	2002210113	TPAT	14:41:47	(UNKNOWN ADDRESS)	No Report
02/21/2020	2002210122	ASSISTA	15:18:13	856 KINGDOM RD	Agency Assist
02/21/2020	2002210123	XFER	15:19:58	856 KINGDOM RD	Xfer to Fire
02/21/2020	2002210131	33X	15:54:03	1669 ADAMS FOX FARM RD	Cancel Per Rp
02/21/2020	2002210168	DISP	18:24:35	1720 SCENIC DR	Cad Documentation Only
02/21/2020	2002210181	ASSISTA	20:36:41	HIGHWAY 101 OFF RAMP/WES	Agency Assist
02/21/2020	2002210186	FP	20:58:56	27 SCENIC DR	Cad Documentation Only
02/21/2020	2002210190	PED	21:12:00	N/A	Warned
02/22/2020	2002220004	911H	00:07:23	1 CHER-AE LN	Phone Malfunction
02/22/2020	2002220012	911H	01:32:08	1 CHER-AE LN	Cad Documentation Only
02/22/2020	2002220015	TRF	01:59:29	6TH AVE/KAY AVE	Warned
02/22/2020	2002220017	911H	03:03:56	1 CHER-AE LN	Phone Malfunction
02/22/2020	2002220057	WELF	11:30:44	216 IDLEWOOD LN	Arrest Made
02/22/2020	2002220063	TPAT	12:41:16	MAIN ST	No Report
02/22/2020	2002220108	UNW	17:04:29	27 SCENIC DR	Public Assist
02/23/2020	2002230014	XFER	03:09:11	461 N WESTHAVEN DR	Xfer to Medical
02/23/2020	2002230045	FU	11:42:53	199 N WESTHAVEN DR	Cad Documentation Only
02/23/2020	2002230085	BOLO	18:37:18	300 MAIN ST	Cad Documentation Only
02/23/2020	2002230095	FP	19:19:53	WA-RAY	Cad Documentation Only

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

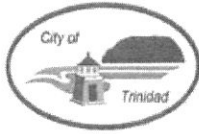
Page 1

Incident Search Results

City is trinidad or trin, Date Between 2/24/2020 and 3/2/2020

03/02/2020

Date	Inc #	Type	Time	Location	Dispositio
02/24/2020	2002240009	ASSISTP	01:56:12	100 RAVEN RIDGE RD	Public Assist
02/24/2020	2002240089	TPAT	14:26:16	(UNKNOWN ADDRESS)	Cad Documentation Only
02/24/2020	2002240093	415MW	14:41:16	1 BAY ST	Verbal Domestic Violence Onl
02/24/2020	2002240109	459V	16:11:43	.BAKER.BEACH	Report Taken
02/24/2020	2002240115	488	16:34:04	1131 S WESTHAVEN DR	Pending Recontact From Rp
02/24/2020	2002240141	XFER	18:46:48	1 STAGECOACH RD	Xfer to Medical
02/25/2020	2002250011	PED	04:45:15	389 MAIN ST	Cad Documentation Only
02/25/2020	2002250041	AVA	09:59:51	PATRICKS POINT DR	Cad Documentation Only
02/25/2020	2002250134	PROB	20:49:11	271 LYNDA LN	Negative Contact Made
02/25/2020	2002250136	PROB	21:17:10	120 WA-RAY RD	Unable to Locate
02/25/2020	2002250138	AWS	21:46:27	102 KAY-WIN LN	Cad Documentation Only
02/26/2020	2002260055	ASSISTP	10:32:23	1096 PATRICKS POINT DR	Cad Documentation Only
02/26/2020	2002260103	BUS	14:09:11	27 SCENIC DR	Cad Documentation Only
02/27/2020	2002270030	BEACH	08:33:27	LUFFENHOLTZ	No Report
02/27/2020	2002270038	AVA	09:21:48	2555 PATRICKS POINT DR	No Report
02/27/2020	2002270045	XFER	10:17:15	1116 STAGECOACH RD	Xfer to Medical
02/27/2020	2002270050	PROB	10:38:56	473 QUARRY RD	Cad Documentation Only
02/27/2020	2002270121	PROB	15:13:58	473 QUARRY RD	Cad Documentation Only
02/27/2020	2002270156	INV	18:37:23	73 PA-PAH LN	Report Taken
02/28/2020	2002280023	33X	08:32:41	10 METSKO LN	Billable Alarm
02/28/2020	2002280036	UNW	10:29:37	MAIN ST/VIEW AVE	Arrest Made
02/28/2020	2002280144	VEHI	22:52:22	SCENIC DR	Warned
02/28/2020	2002280148	VEHI	23:13:06	27 SCENIC DR	Unoccupied
02/29/2020	2002290021	CIVS	07:01:55	112 TRINIMA RD	Good Service
02/29/2020	2002290033	911C	09:26:24	898 UNDERWOOD DR	Xfer to CHP
02/29/2020	2002290035	10851	09:31:21	898 UNDERWOOD DR	Report Taken
02/29/2020	2002290046	PC	10:36:22	SCENIC DR	No Report
02/29/2020	2002290047	MP	10:39:39	502 WESTHAVEN DR	Cancel Per Rp
02/29/2020	2002290072	UNW	13:22:00	753 PATRICKS POINT DR	Public Assist
02/29/2020	2002290120	911C	18:04:40	HIGHWAY 101 OFF RAMP/SEA	Cad Documentation Only
02/29/2020	2002290122	XFER	18:11:53	389 MAIN ST	Xfer to Medical
03/01/2020	2003010064	FU	14:03:37	898 UNDERWOOD DR	Supplemental Taken
03/01/2020	2003010123	PC	23:08:43	199 NORTH WESTHAVEN DR	Gone On Arrival
03/02/2020	2003020009	UNW	01:13:23	27 SCENIC DR	Advised to Move Along
03/02/2020	2003020071	THREAT	12:07:39	822 N WESTHAVEN DR	No Report
03/02/2020	2003020077	PROB	12:30:03	850 S WESTHAVEN DR	Cad Documentation Only
03/02/2020	2003020089	INV	14:09:57	27 SCENIC DR	



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 11 PAGES

1. Discussion/Decision regarding Resolution 2020-02; Authorizing the Adoption of the Humboldt Operational Area Hazard Mitigation Plan 2020 Update.

The City of Trinidad Annex, Volume II, Chapter 8, is included in the full plan which is located online at <https://humboldt.gov/506/Local-Hazard-Mitigation>

The entire plan is 526 pages and includes many color figures. A summary is included in the packet.

DISCUSSION AGENDA

Date: March 10, 2020

Item: Adoption and approval of the Humboldt Operational Area Hazard Mitigation Plan 2020 Update, City of Trinidad Resolution 2020-02.

Summary:

The City of Trinidad has participated in a planning process to update the Humboldt County Operational Area Hazard Mitigation Plan (Hazard Plan). The Hazard Plan is ready for adoption by all planning partner agencies. Staff recommends Council approve and adopt the plan by resolution, authorize staff to make non-policy related changes if requested by FEMA and authorize staff to apply for pre disaster and hazard mitigation grant funding to implement projects identified in the Hazard Plan.

Background:

In August 2018, a coalition of Humboldt County Cities and special districts began a planning process to prepare for and lessen the impacts of specified natural hazards by updating the Humboldt County Operational Area Hazard Mitigation Plan (Hazard Plan). Responding to federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390), the partnership was formed to pool resources and to create a uniform hazard mitigation strategy that can be consistently applied to the defined planning area and used to ensure eligibility for specified grant funding success.

This effort represents the second comprehensive update to the prior hazard mitigation plan, approved by the Federal Emergency Management Agency (FEMA) in March 20, 2014. The 23-member coalition of partners involved in this program includes unincorporated Humboldt County, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, Trinidad, and 16 special service districts. The planning area for the hazard mitigation plan was defined as the Humboldt County Operational Area. The result of the organizational effort will be a FEMA and California Office of Emergency Services (CalOES) approved multi-jurisdictional, multi-hazard mitigation plan.

Mitigation planning is the systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions and following through with an effective mitigation strategy. Mitigation encourages long-term reduction of hazard vulnerability and can reduce the enormous cost of disasters to property owners and all levels of government. Mitigation can also protect critical community facilities, reduce exposure to liability, and minimize post-disaster community disruption.

The hazard identification and profiling in the hazard mitigation plan addresses the following hazards of concern within the planning area: 1. Dam failure, 2. Drought, 3. Earthquake, 4. Flood, 5. Landslide, 6. Severe weather, 7. Tsunami, 8. Wildfire, 9. Climate Change.

With the exception of dam failure, this plan does not provide a full risk assessment of human-caused hazards. However, brief, qualitative discussions of the following hazards of interest are included: fish loss, marine invasive species, oil spills, volcano, hazardous materials, and terrorism.

A Planning Team consisting of local officials has taken the lead in developing the hazard mitigation plan. All participating local jurisdictions have been responsible for assisting in the development of the hazard and vulnerability assessments and the mitigation action strategies for their respective jurisdictions and organizations. The Plan presents the information in a unified framework to ensure a comprehensive plan covering the entire Humboldt County Operational Area. Each jurisdiction has been responsible for the review and approval of their individual sections of the Plan. Additionally, the plan has been aligned with the goals, objectives and priorities of the State's multi-hazard mitigation plan.

A 12-member Steering Committee (SC) composed of representative stakeholders was formed early in the planning process to guide the development of the Plan. In addition, residents were asked to contribute by

sharing local knowledge of their individual area's vulnerability to natural hazards based on past occurrences. Public involvement has been solicited via a comprehensive public outreach campaign that included two rounds of public meetings, web-based information, a questionnaire, and multiple social media updates.

Once the hazard mitigation plan is adopted by all of the jurisdictional partners and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding from both the Pre-Disaster Mitigation Grant Program (PDM) and the Hazard Mitigation Grant Program (HMGP). (For more details on the PDM and HMGP see Attachment 4). The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the HMP before and after a major disaster declaration.

The HMP is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the HMP will be evaluated and revised on a continual 5-year time frame.

An Executive Summary and the City of Trinidad Annex of the Hazard Plan Update is attached. The Volumes I and II and other Hazard Plan information can be accessed here at <https://humboldt.gov/506/Local-Hazard-Mitigation>.

Recommended Actions:

1. Review the Board Report and the Adoption Resolution;
2. Approve and adopt by resolution the Humboldt Operational Area Hazard Mitigation Plan 2020 Update;
3. Direct the City Clerk to transmit a copy of the resolution to the Sheriff's Office of Emergency Services to be included in the final Federal Emergency Management Agency (FEMA) approval of the plan;
4. Authorize staff to make non-policy related changes to the plan if requested per FEMA plan approval review; and
5. Authorize staff to make application to the Pre-Disaster Mitigation (PDM) grant program and Hazard Mitigation Grant Program (HMPG) to secure funds to implement projects identified in the Humboldt Operational Area Hazard Mitigation Plan.

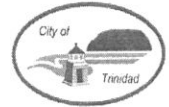
Attachments:

1. Resolution 2020-02 of the Trinidad City Council to adopt the Humboldt Operational Area Hazards Mitigation Plan 2020 Update
2. Executive Summary of the Humboldt Operational Area Hazard Mitigation Plan 2020 Update
3. City of Trinidad Annex (Hazard Plan Volume II Chapter 8)
4. Hazard Mitigation Grant Program and Pre-Disaster mitigation Program Fact Sheet

CITY OF TRINIDAD

P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Ladwig, Mayor
Gabriel Adams, City Clerk



RESOLUTION NO. 2020-02

**RESOLUTION AUTHORIZING THE ADOPTION OF THE
HUMBOLDT OPERATIONAL AREA HAZARD MITIGATION PLAN 2020 UPDATE**

WHEREAS, all of the Humboldt Operational Area, including the City of Trinidad, has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; pro-active mitigation of known hazards, before a disaster event, can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Humboldt County, Cities, Towns, Tribes and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Humboldt Operational Area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the City of Trinidad:

- 1.) Adopts in its entirety, Volume I and Part I, City of Trinidad jurisdictional annex of Part 2, and the appendices of Volume II of the Humboldt Operational Area Hazard Mitigation Plan (Hazard Plan).
- 2.) Will use the adopted and approved portions of the Hazard Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the Hazard Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the Hazard Plan.
- 5.) Will help to promote and support the mitigation successes of all Hazard Plan Planning Partners.

APPROVED AND ADOPTED by The Trinidad City Council on Tuesday March 10, 2020 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Attest:

Gabriel Adams
Trinidad City Clerk

Steve Ladwig
Mayor

**Hazard Mitigation Grant Program (HMGP)
Pre-Disaster Mitigation Grant Program (PDM)**

FACT SHEET

I. HAZARD MITIGATION GRANT PROGRAM (HMGP)

What is the Hazard Mitigation Grant Program?

HMGP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to provide the opportunity to take critical mitigation measures to reduce future loss of life and property during the reconstruction process following a disaster.

HMGP is available, when authorized under a Presidential major disaster declaration, in the Tribe or areas of the State requested by the Governor. The amount of HMGP funding available is based upon the estimated total Federal assistance provided by FEMA for disaster recovery under the Presidential major disaster declaration.

Who is eligible to apply?

Hazard Mitigation Grant Program funding is only available to applicants that reside within a Presidentially declared disaster area. Eligible applicants are

- State and local governments
- Indian tribes or other tribal organizations
- Certain non-profit organizations

What types of projects can be funded by the HMGP?

HMGP funds may be used to fund projects that will reduce or eliminate the losses from future disasters. Projects must provide a long-term solution to a problem, for example, elevation of a home to reduce the risk of flood damages as opposed to buying sandbags and pumps to fight the flood. In addition, a project's potential savings must be more than the cost of implementing the project. Funds may be used to protect either public or private property or to purchase property that has been subjected to, or is in danger of, repetitive damage. Examples of projects include, but are not limited to:

- Acquisition of real property for willing sellers and demolition or relocation of buildings to convert the property to open space use
- Retrofitting structures and facilities to minimize damages from high winds, earthquake, flood, wildfire, or other natural hazards
- Elevation of flood prone structures
- Safe room construction
- Development and initial implementation of vegetative management programs
- Minor flood control projects that do not duplicate the flood prevention activities of other Federal agencies
- Localized flood control projects, such as certain ring levees and floodwall systems, that are designed specifically to protect critical facilities
- Post-disaster building code related activities that support building code officials during the reconstruction process

What are the minimum project criteria?

There are five issues you must consider when determining the eligibility of a proposed project.

- Does your project conform to your State's Hazard Mitigation Plan?
- Does your project provide a beneficial impact on the disaster area i.e. the State?
- Does your application meet the environmental requirements?
- Does your project solve a problem independently?
- Is your project cost-effective?

II. **PRE-DISASTER MITIGATION GRANT PROGRAM (PDM)**

What is the Pre-Disaster Mitigation competitive grant program?

The Pre-Disaster Mitigation (PDM) competitive grant program provides funds to State, Tribal, and local governments for pre-disaster mitigation planning and projects primarily addressing natural hazards. Cost-effective pre-disaster mitigation activities reduce risk to life and property from natural hazard events before a natural disaster strikes, thus reducing overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. Funds will be awarded on a competitive basis to successful applicants for mitigation planning and project applications intended to make local governments more resistant to the pacts of future natural disasters.

Who can apply for a PDM competitive grant?

Eligible PDM competitive grant applicants include state and territorial emergency management agencies, or a similar office of the State, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, Guam, American Samoa, Commonwealth of the Northern Mariana Islands, and Federally-recognized Indian Tribal governments.

- ✓ Eligible Sub-applicants include State agencies; Federally-recognized Indian Tribal governments; and local governments (including State recognized Indian Tribal governments and Alaska native villages).
- ✓ Applicants can apply for PDM competitive grant funds directly to FEMA, while Sub-applicants must apply for funds through an eligible Applicant.
- ✓ Private non-profit organizations are not eligible to apply for PDM but may ask the appropriate local government to submit an application for the proposed activity on their behalf.

What are eligible PDM projects?

Multi-hazard mitigation projects must primarily focus on natural hazards but also may address hazards caused by non-natural forces. **Funding is restricted to a maximum of \$3M Federal share per project.** The following are eligible mitigation projects:

- ✓ Acquisition or relocation of hazard-prone property for conversion to open space in perpetuity;
- ✓ Structural and non-structural retrofitting of existing buildings and facilities (including designs and feasibility studies when included as part of the construction project) for wildfire, seismic, wind or flood hazards (e.g., elevation, flood proofing, storm shutters, hurricane clips);
- ✓ Minor structural hazard control or protection projects that may include vegetation management, Stormwater management (e.g., culverts, floodgates, retention basins), or shoreline/landslide stabilization; and,
- ✓ Localized flood control projects, such as certain ring levees and floodwall systems, that are designed specifically to protect critical facilities and that do not constitute a section of a larger flood control system.

Mitigation Project Requirements

Projects should be technically feasible (see Section XII. Engineering Feasibility) and ready to implement. Engineering designs for projects must be included in the application to allow FEMA to assess the effectiveness and feasibility of the proposed project. The project cost estimate should complement the engineering design, including all anticipated costs. FEMA has several formats that it uses in cost estimating for projects. Additionally, other Federal agencies' approaches to project cost estimating can be used as long as the method provides for a complete and accurate estimate. FEMA can provide technical assistance on engineering documentation and cost estimation (see Section XIII.D. Engineering Feasibility).

Mitigation projects also must meet the following criteria:

1. Be cost-effective and substantially reduce the risk of future damage, hardship, loss, or suffering resulting from a major disaster, consistent with 44 CFR 206.434(c)(5) and related guidance, and have a Benefit-Cost Analysis that results in a benefit-cost ratio of 1.0 or greater (see Section X. Benefit-Cost Analysis). **Mitigation projects with a benefit-cost ratio less than 1.0 will not be considered for the PDM competitive grant program;**
2. Be in conformance with the current FEMA-approved State hazard mitigation plan;
3. Solve a problem independently or constitute a functional portion of a solution where there is assurance that the project as a whole will be completed, consistent with 44 CFR 206.434(b)(4);
4. Be in conformance with 44 CFR Part 9, Floodplain Management and Protection of Wetlands, and 44 CFR Part 10, consistent with 44 CFR 206.434(c)(3);
5. Not duplicate benefits available from another source for the same purpose, including assistance that another Federal agency or program has the primary authority to provide (see Section VII.C. Duplication of Benefits and Programs);
6. Be located in a community that is participating in the NFIP if they have been identified through the NFIP as having a Special Flood Hazard Area (a FHBM or FIRM has been issued). In addition, the community must not be on probation, suspended or withdrawn from the NFIP; and,
7. Meet the requirements of Federal, State, and local laws.

What are examples of Ineligible PDM Projects?

The following mitigation projects are **not** eligible for the PDM program:

- ✓ Major flood control projects such as dikes, levees, floodwalls, seawalls, groins, jetties, dams, waterway channelization, beach nourishment or re-nourishment;
- ✓ Warning systems;
- ✓ Engineering designs that are not integral to a proposed project;
- ✓ Feasibility studies that are not integral to a proposed project;
- ✓ Drainage studies that are not integral to a proposed project;
- ✓ Generators that are not integral to a proposed project;
- ✓ Phased or partial projects;
- ✓ Flood studies or flood mapping; and,
- ✓ Response and communication equipment.

EXECUTIVE SUMMARY

HAZARD MITIGATION OVERVIEW

Hazard mitigation is the use of long-term and short-term policies, programs, projects, and other activities to alleviate the death, injury, and property damage that can result from a disaster. Humboldt County and a partnership of local governments within the operational area have developed a hazard mitigation plan to reduce risks from natural disasters in the Humboldt County Operational Area—defined as the unincorporated county, incorporated cities, and special purpose districts planning partners authorized to govern, develop, or regulate. The plan complies with federal and state hazard mitigation planning requirements to establish eligibility for funding under Federal Emergency Management Agency (FEMA) grant programs for all planning partners.

UPDATING THE HUMBOLDT COUNTY PLAN

This plan is a comprehensive update of the *2014 Humboldt Operational Area Hazard Mitigation Plan*, which covered the unincorporated county, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad, and 23 special-purpose districts within the county. FEMA approved the 2014 plan on March 20, 2014, and it expired on March 20, 2019. This update reestablishes FEMA hazard mitigation grant assistance eligibility for participating planning partners. All but one of the original planning partners have participated in the update and four new planning partners were added, as listed in Table ES-1.

PLAN DEVELOPMENT APPROACH

Organization

A core planning team consisting of a contract consultant and Humboldt County staff was assembled to facilitate this plan update. A planning partnership was formed by engaging eligible local governments within the Operational Area and making sure they understood their expectations for compliance under the updated plan. A steering committee was assembled to oversee the plan update, consisting of both governmental and non-governmental stakeholders within the Operational Area. Coordination with other county, state, and federal agencies involved in hazard mitigation occurred throughout the plan update process. Organization efforts included a review of the *2014 Humboldt Operational Area Hazard Mitigation Plan*, the California statewide hazard mitigation plan, and existing programs that may support hazard mitigation actions.

Public Outreach

The planning team implemented a multi-media public involvement strategy utilizing the outreach capabilities of the planning partnership that was approved by the Steering Committee. The strategy included public meetings, a hazard mitigation survey, an information booth at the Veteran's day parade, a project website, the use of social media and multiple media releases.

Table ES-1. Planning Partners

Jurisdiction	Point of Contact	Title
Humboldt County	Dorie Lanni	Emergency Services Manager
City of Arcata	Mike Clinton	Environmental Services Deputy Director
City of Blue Lake	Amanda Mager	City Manager
City of Eureka	Brian Gerving	Public Works Director
City of Ferndale	Jay Parrish	City Manager
City of Fortuna	Kevin Carter	Public Works Deputy Director
City of Rio Dell	Kyle Knopp	City Manager
City of Trinidad	Bryan Buckman	Public Works Director
Fieldbrook Glendale Community Services District	Richard Hanger	General Manager
Humboldt Community Services District	David Hull	General Manager
Manila Community Services District	Christopher Drop	General Manager
McKinleyville Community Services District	Gregory Orsini	General Manager
Redway Community Services District	Terrence Williams	General Manager
Westhaven Community Services District	Paul Rosenblatt	General Manager
Willow Creek Community Services District	Susan O'Gorman	General Manager
Arcata Fire District	Justin McDonald	Fire Chief
Fortuna Fire Protection District	Rus Brown	Division Chief
Humboldt Bay Fire District	William M. Reynolds	Deputy Chief
Samoa Peninsula Fire Protection District	Dale Unea	Fire Chief
Humboldt Bay Municipal Water District	John Friedenbach	General Manager
Humboldt Bay Harbor, Recreation, and Conservation District	Larry Oetker	General Manager
Shelter Cove Resort Improvement District	Justin Robbins	General Manager
Southern Humboldt Community Healthcare District	Guy Vitello	Engineering Manager

Plan Document Development

The planning team and Steering Committee assembled a document to meet federal hazard mitigation planning requirements for all partners. The updated plan contains two volumes. Volume 1 contains components that apply to all partners and the broader Operational Area. Volume 2 contains all components that are jurisdiction-specific. Each planning partner has a dedicated annex in Volume 2.

Adoption

Once pre-adoption approval has been granted by the California Office of Emergency Services and FEMA Region IX, the final adoption phase will begin. Each planning partner will individually adopt the updated plan.

RISK ASSESSMENT

Risk assessment is the process of measuring the potential loss of life resulting from natural hazards, as well as personal injury, economic injury and property damage, in order to determine the vulnerability of people, buildings, and infrastructure to natural hazards. For this update, risk assessment models were enhanced with new data and technologies that have become available since 2010. The Steering Committee used the risk assessment to rank risk and to gauge the potential impacts of each hazard of concern in the Operational Area. The risk assessment included the following:

- Hazard identification and profiling
- Assessment of the impact of hazards on physical, social, and economic assets

- Identification of particular areas of vulnerability
- Estimates of the cost of potential damage.

Based on the risk assessment, hazards were ranked for the risk they pose to the overall Operational Area, as shown in Table ES-2. Each planning partner also ranked hazards for its own area. Table ES-3 summarizes the categories of high, medium and low (relative to other rankings) based on the numerical ratings that each jurisdiction assigned each hazard.

Hazard Ranking	Hazard Event	Category^a
1	Earthquake	High
2	Wildfire	High
3	Severe weather	High
4	Landslide	Medium
4	Sea Level Rise	Medium
5	Flooding	Medium
5	Tsunami	Medium
6	Drought	Low
7	Dam Failure	Low

a. Scores of 30 or greater are rated as "high," scores of 15 to 29 are "medium," and scores of less than 15 are "low"

	Number of Jurisdictions Assigning Ranking to Hazard			
	High	Medium	Low	Not Ranked
Dam Failure	0	6	10	7
Drought	3	1	17	2
Earthquake	23	0	0	0
Flooding	4	12	7	0
Landslide	13	7	1	2
Sea Level Rise	3	7	2	11
Severe Weather	21	2	0	0
Tsunami	1	9	5	8
Wildfire	10	10	3	0

The results indicate the following general patterns:

- Almost all planning partner ranked earthquake as high and more than half ranked wildfire as high.
- The flooding and severe weather hazards were most commonly ranked as medium.
- The drought hazard was most commonly ranked as low.
- Exposure and vulnerability to the hazards differ significantly among the planning partners.

MITIGATION GOALS AND OBJECTIVES

The Steering Committee reviewed and made minor updates to the guiding principle, goals, and objectives from the 2014 *Humboldt Operational Area Hazard Mitigation Plan*. The following guiding principle guided the Steering Committee and planning partners in selecting actions contained in this plan update:

Through partnerships and careful planning, identify and reduce the vulnerability to hazards in order to protect the health, safety, quality of life, environment, and economy of the communities within the Humboldt Operational Area.

Goals

The Steering Committee and planning partners established the following goals for the plan update:

1. Protect Health and Safety
2. Protect Property
3. Protect the Economy
4. Protect Quality of Life
5. Protect Environment
6. Promote Partnerships in Planning

The effectiveness of a mitigation strategy is assessed by determining how well these goals are achieved.

Objectives

Each selected objective meets multiple goals, serving as a stand-alone measurement of the effectiveness of a mitigation action, rather than as a subset of a goal. The objectives also are used to help establish priorities. The objectives are as follows:

1. Minimize disruption of local government operations caused by hazards.
2. Increase resilience of (or protect and maintain) infrastructure and critical facilities.
3. Reduce hazard-related risks and vulnerability of the populations in Humboldt County.
4. Sustain reliable local emergency operations and facilities during and after a disaster.
5. Enhance emergency response capabilities and participation within the planning area.
6. Enhance understanding of hazards and the risk they pose through public education that emphasizes awareness, preparation, mitigation, response and recovery alternatives.
7. Continually improve understanding of the location and potential impacts of hazards that impact the planning area utilizing the best available data and science as it becomes available, and share this information with all stakeholders.
8. Establish a partnership among all levels of government and the business community to improve and implement methods to protect property.
9. Develop and implement hazard mitigation strategies that reduce losses to wildlife habitat and protect water supply and quality, while also reducing damage to development.
10. Integrate hazard identification information and mitigation policies into other planning-based processes that direct or impact land uses in the planning area.
11. Enhance building codes and their proper implementations so that new construction can withstand the impacts of hazards and lessen the impact of that development on the environment's ability to absorb the impact of hazards.
12. Seek to integrate and coordinate all phases of emergency management within the planning area.

MITIGATION ACTION PLAN

The planning partners selected mitigation actions to work toward achieving the goals set forth in this plan update. Mitigation actions presented in this update are activities designed to reduce or eliminate losses resulting from natural hazards. The update process resulted in the identification of 309 mitigation actions for implementation by individual planning partners, as presented in Volume 2 of this plan. In addition, the Steering Committee and planning partners identified countywide actions benefiting the whole partnership, as listed in Table ES-4.

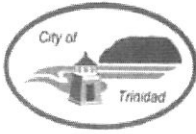
IMPLEMENTATION

The Steering Committee developed a plan implementation and maintenance strategy that includes grant monitoring and coordination, a strategy for continued public involvement, a commitment to plan integration with other relevant plans and programs, and a recommitment from the planning partnership to actively monitoring and evaluating the plan over the five-year performance period.

Full implementation of the recommendations of this plan will require time and resources. The measure of the plan's success will be its ability to adapt to changing conditions. The County of Del Norte and its planning partners will assume responsibility for adopting the recommendations of this plan and committing resources toward implementation. The framework established by this plan commits all planning partners to pursue actions when the benefits of a project exceed its costs. The planning partnership developed this plan with extensive public input, and public support of the actions identified in this plan will help ensure the plan's success.

Table ES-4. Area-Wide Hazard Mitigation Actions

Action Number and Description	Implementation Priority
CW-1 —Continue to participate in the planning partnership and, to the extent possible based on available resources, provide coordination and technical assistance in applications for grant funding that include assistance in cost vs. benefit analysis.	High
CW-2 —Encourage the development and implementation of an operational area-wide hazard mitigation public-information strategy that meets the needs of all planning partners.	High
CW-3 —Coordinate updates to land use and building regulations as they pertain to reducing the impacts of natural hazards, to seek a regulatory cohesiveness within the planning area. This can be accomplished via a commitment from all planning partners to involve each other in their adoption processes, by seeking input and comment during the course of regulatory updates or general planning.	High
CW-4 —Sponsor and maintain a natural hazards informational website to include the following types of information: <ul style="list-style-type: none"> • Hazard-specific information such as GIS layers, private property mitigation alternatives, important facts on risk and vulnerability • Pre- and post-disaster information such as notices of grant funding availability • Links to Planning Partners' pages, FEMA, Red Cross, NOAA, USGS and the National Weather Service. • Hazard mitigation plan information such as progress reports, mitigation success stories, update strategies, Steering Committee meetings. 	Medium
CW-5 —Maintain the Hazard Mitigation Plan Steering Committee as a viable body over time to monitor progress of the plan, provide technical assistance to Planning Partners and oversee the update of the plan according to schedule. This body will continue to operate under the ground rules established at its inception.	High
CW-6 —Amend or enhance the Humboldt County Operational Area Hazard Mitigation Plan as well as the general Plans for each municipality as needed to comply with state or federal mandates (i.e., CA. Assembly Bill # 2140) as guidance for compliance with these programs become available.	High
CW-7 —Work with the Humboldt County Assessor to begin the capture of general building stock information such as area, date of construction and foundation type, to better support future risk assessments.	Medium



DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

2. Discussion/Decision regarding Email List Notification Procedure and Archiving Public Comments to the City Website.

This Council has been very clear with their desire to increase public engagement in the City government process. That includes inviting public comments and/or attendance at meetings of the Council, Planning Commission, and Advisory Committees, as well as encouraging service on the volunteer positions such as Council, Commission, Committees.

There are legal obligations in the Brown Act that define noticing requirements for City Council meetings, and there are courtesy processes that have been adopted by the City in the evolution of the digital age such as the City website and Email List. The electronic media is used to alert the public of official city business such as upcoming meetings, vacant positions, available, or general information that is of importance to the City and the community at-large. It is used regularly to promote the additional resources available on the City website such as the City Calendar, Document Library, and Home Page that contains news, alerts, and updated information.

The City has not recently discussed or adopted an official policy for the established use of electronic notifications, and as we continue to refine how this tool is used, the Council may wish to provide direction or establish some framework and/or ground-rules for the use of this list. Staff's primary goal in administering information is consistency, and keeping the public interested in receiving these email alerts as they are one of a few communication tools that connects them to their government.

New or increased expectations for the Email list are welcome. Staff resources should be a component of a holistic and thoughtful discussion. The adoption of any new policy will mandate a procedure, thereby reduce Staff discretion, and likely impact other City business activity, priorities, or in some instances have budget implications.

Along those same lines, Councilmember Davies has requested that digital archival and publishing of public comments to the website be agendaized for a formal discussion. We often hear "please include my comments in the public record", for instance. Staff will explain the current procedure for archiving public comments submitted prior to and/or during public meetings, and hope to receive clear direction from the Council on details such as submission requirements, publishing deadlines, and if there are any other public documents or improvements they wish to prioritize in the archiving process.

Included with this item is a printed copy of Councilmember Davies request, and a print-out of the most recent Email Meeting Notification for reference in this discussion.

Trinidad City Manager

From: tdavies@trinidad.ca.gov
Sent: Tuesday, March 03, 2020 10:11 AM
To: Eli Naffah
Cc: Steve Ladwig
Subject: PC Meeting Notification

Eli-

I am following up on a request on I have made several times, in public meetings and conversations in your office, about public notification of **all public meetings**. While checking my mail, I noticed a Special meeting agenda for the upcoming PC meeting. Once again, this meeting was not noticed to the public via the email notifications used for City Council meeting. Public engagement is a topic that is repeatedly brought up at City Council meetings. The continued resistance, this is my observation, to using this list to notify citizens, along with the lack of posting public comments to the website seems irresponsible. Please explain the rationale behind the continual avoidance to notice the Planning Commission meetings via the City email notification list.

I am also requesting, as an agenda item, that we discuss policy for posting public comments on the City website.

Thank you,
Tom

Trinidad City Clerk

From: Trinidad City Clerk <cityclerk@trinidad.ca.gov>
Sent: Friday, March 06, 2020 4:01 PM
To: City Clerk
Subject: March Meeting Updates

MEETING NOTICE:

City Council - Regular Meeting

Tuesday, March 10, 2020 at 6:00pm
Trinidad Town Hall
409 Trinity Street
Trinidad, CA

The discussion items for this meeting include adoption of an updated Hazard Mitigation Plan, procedures for use of the City Email News List and archiving public comments to the City website, a continued update on the possible Sales Tax extension, and an update on the vacant volunteer positions available on the Planning Commission, Short-Term Rental Advisory Committee, and Trails Advisory Committee.

Agenda and Packet information is available in the City Council section of the Document Library.

<http://trinidad.ca.gov/document-library/2020-packets>

Written comments regarding the upcoming meeting should be submitted to the City Clerk's office by 2:00pm the day of the meeting, or by email. Written submissions are considered public records and are available upon request, or by inspection in the City Clerk's office during normal business hours Monday-Friday 9:00am-2:00pm.

March Calendar:

Planning Commission - Regular Meeting:

Wednesday, March 18, 2020 at 6:00pm
Trinidad Town Hall
409 Trinity Street
Trinidad, CA 95570

Agenda materials will be published to the Document Library by Friday before the meeting:

<http://trinidad.ca.gov/document-library/pc-agendas-and-minutes-2020>

Trails Committee - Regular Quarterly Meeting:

Tuesday, March 24, 2020 at 6:00pm
Trinidad Town Hall
409 Trinity Street
Trinidad, CA 95570

Agenda materials will be published to the Document Library by Friday before the meeting:

<http://trinidad.ca.gov/document-library/trinidad-trails-committee>

City Council - Second Regular Meeting:

Tuesday, March 24, 2020 at 6:00pm

Trinidad Town Hall

409 Trinity Street

Trinidad, CA 95570

Agenda materials will be published to the Document Library by Friday before the meeting:

<http://trinidad.ca.gov/document-library/2020-packets>

Planning Commission - Special Meetings:

The Planning Commission has been working to include a second monthly meeting in their schedule, dedicated to the General Plan Update and other focused discussions. They are typically scheduled during the first or last week of the each month, and the agenda and discussion materials are published to the website as soon as they're available. Keep informed by visiting the online calendar at: <http://trinidad.ca.gov/calendar>

Special Meetings:

The City Council, Planning Commission, and Advisory Committees may call special meetings on an as-needed basis. Special meetings require a minimum public notification of 24 hours, but the City will always publish agendas and content as early as possible. The City may not, however, send stand-alone e-alerts for every meeting but will strive to maintain consistency in the process. Public meetings are listed and archived on the City's website in the document library, and can always be located by date on the City Calendar. Members of the public interested in City business are encouraged to consult the online calendar for the official meeting schedule.

Volunteers Needed:

The City of Trinidad is looking for qualified volunteers to serve on the Planning Commission, Short-Term Rental Committee, and the Trails Advisory Committee.

PLANNING COMMISSION

The City is looking to fill a seat on the Planning Commission left vacant by the recent resignation of Kathleen Lake. Five Commissioners serve 4-year terms, and there are 3-years left in this term serving through December 2022. Eligible applicants must reside within the City limits and be registered to vote in-City. A background in the public process, development, land use planning are a plus, but not required. Skilled listening and a dedication to the well-being of the City of Trinidad are key attributes to a successful letter of interest. For more information on the recruitment process, click [here](#) for the official flyer:

<http://trinidad.ca.gov/article/planning-commission-vacancy>

SHORT-TERM RENTAL COMMITTEE

The City is looking to fill a seat on the Short-Term Rental Advisory Committee. The Committee consists of 5 members - (2) STR Industry Reps, (2) General Public Reps, and (1) Planning Commissioner. The vacant position must be filled by a member of the public with no ties to the STR industry, and must be an in-city resident. The volunteer position

will be selected by a vote of the City Council at a public meeting. For more information on the committee, applicant qualifications, and deadlines, click here for the official 01-14-2020 recruitment flyer:

<http://trinidad.ca.gov/article/str-committee-vacancy>

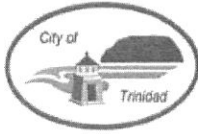
TRAILS ADVISORY COMMITTEE

The City has been looking to fill the vacant seat on the Trails Committee for many months. Eligible candidates must be in-city residents with an interest in, you guessed it, Trinidad trails. The Committee generally meets on a quarterly basis, but may call special meetings from time to time. For more information on the committee, click here:

<http://trinidad.ca.gov/article/trails-advisory-committee-vacancy>

Thanks for your interest, and happy Friday!

Gabriel Adams
Trinidad City Clerk
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
707.677.0223
www.trinidad.ca.gov



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

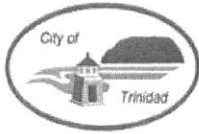
3. November 2020 City Election & Sales Tax Measure Update

At the February 11, 2020 regular meeting, the Council was provided with a 2020 calendar summary that included a month-to-month account of agenda items to be expected as the election process unfolds. The first item of business is to determine whether or not to proceed with a Sales Tax measure on the November ballot. The Council requested the following information:

- How much revenue the City's $\frac{3}{4}$ % Sales Tax generated over the last 4 years.
- How much standard Sales Tax revenue was received during that same period.
- A summary of City revenues and their relationship to the larger revenue picture.

The Council will be holding their second regular meeting on March 24. The information requested will be presented for discussion at that time.

No action is required at this time, but if there are any additional questions or research requests in preparation for the March 24 meeting, this will be a second opportunity to share them.



DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES

4. Update on Planning Commission and Committee Vacancies.

The email and notices included as attachments for this item were published again in February as part of the continual recruitment process for the various volunteer positions currently vacant. As of March 06, there have been no letters of interest received for the positions.

Staff will continue the recruitment process until such time that eligible applicants express interest.

The Council will continue to be kept informed as the process unfolds.

Trinidad City Clerk

From: Trinidad City Clerk <cityclerk@trinidad.ca.gov>
Sent: Friday, February 07, 2020 4:38 PM
To: City Clerk
Subject: Meeting Notice

MEETING NOTICE:

City Council - Regular Meeting

Tuesday, February 11, 2020 at 6:00pm
Trinidad Town Hall
409 Trinity Street
Trinidad, CA

The discussion items for this meeting include a Draft Outside-City Water Connection Policy, funding possibilities for Active Transportation Education Services, a mid-year budget review, the November 2020 election calendar, and an update on Planning Commission and Committee vacancies.

Agenda and Packet information is available in the City Council section of the Document Library.

<http://trinidad.ca.gov/document-library/2020-packets>

Written comments regarding the upcoming meeting should be submitted to the City Clerk's office by 2:00pm the day of the meeting, or by email. Written submissions are considered public records and are available upon request, or by inspection in the City Clerk's office during normal business hours Monday-Friday 9:00am-2:00pm.

February Calendar:

Planning Commission - Regular Meeting:

Wednesday, February 19, 2019 at 6:00pm
Trinidad Town Hall
409 Trinity Street
Trinidad, CA 95570

Agenda materials will be published to the Document Library by Friday before the meeting:

<http://trinidad.ca.gov/document-library/pc-agendas-and-minutes-2020>

Special Meetings:

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PLANNING COMMISSION

The City is looking to fill a seat on the Planning Commission left vacant by the recent resignation of Kathleen Lake. Five Commissioners serve 4-year terms, and there are 3-years left in this term serving through December 2022. Eligible applicants must reside within the City limits and be registered to vote in-City. A background in the public process, development, land use planning are a plus, but not required. Skilled listening and a dedication to the well-being of the City of Trinidad are key attributes to a successful letter of interest. For more information on the recruitment process, click here for the official flyer:

<http://trinidad.ca.gov/article/planning-commission-vacancy>

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<http://trinidad.ca.gov/article/str-committee-vacancy>

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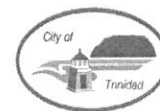
Thanks for your interest, and happy Friday!

Gabriel Adams
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TRINIDAD CITY HALL

P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Ladwig, Mayor
Gabriel Adams, City Clerk



SHORT-TERM RENTAL ADVISORY COMMITTEE

MEMBER OF THE PUBLIC – CITY REPRESENTATIVE NEEDED

The City of Trinidad is searching for a volunteer to fill a vacancy on the Short-Term Rental Committee to serve in an advisory capacity to the Council, Commissions, or City Staff as appropriate, on all matters concerning Short-Term Rentals (or STRs) in the City limits.

Purpose of the Advisory Group: The purpose of the Committee is to evaluate the Ordinance for its effectiveness relating to permitting, implementation, or conflict resolution, and analyze conflicts or problems with parking, noise, over-occupancy, gatherings, etc. that have been identified in the Ordinance, and assist the Council in resolving or making recommendations on such matters. Guidance and oversight will be provided by the City Manager.

Objectives of the Committee: 1) provide a public forum at the end of the busy tourist season to solicit input from the community on issues or successes related to the implementation of the short-term rental regulations, 2) assist the City Manager in evaluating formal complaints received throughout the calendar year, 3) make balanced and informed recommendations to the City Council on ways to improve the Ordinance, or share ways in which the policies and procedures are being successfully implemented, and 4) report to the Council annually on the Committee meetings, activity, and recommendations.

MINIMUM QUALIFICATIONS:

- *The position open was left vacant by a member of the public with no affiliation to the STR Industry (owner or manager)*
- *Must reside within the City of Trinidad limits.*

COMMITTEE COMPOSITION & MEETINGS:

MEETING DATES: The STR Committee will meet regularly on a quarterly basis, with one meeting being held in the fall in conjunction with the end of the busy tourist season. Additional special meetings may be added to the quarterly schedule, subject to the availability of all Committee members. Special meetings must be reviewed and approved by the City Manager or City Council.

- (1) Planning Commissioner
- (2) members of the public who are not directly affiliated with an STR
- (2) members of the public who are either STR owners or property managers

The City Manager or his/her designee will serve as the primary City staff liaison between the Advisory Group and the Council

Interested residents living within the City limits may send a letter of interest to the City Clerk at:

City of Trinidad, PO Box 390, Trinidad, CA 95570, or by email to: cityclerk@trinidad.ca.gov, or delivered in person to the Town Hall at 409 Trinity Street.

In this letter, please discuss why you want to serve on the Advisory Group, what your understanding and/or familiarity is with the STR ordinance, and how you see yourself working with a group of people who potentially have different and sometimes very opposing points of view.

Deadline is Thursday, February 06, 2:00pm – OR UNTIL THE POSITION IS FILLED.

Mail to: City of Trinidad, P.O. Box 390, Trinidad, CA, 95570
Deliver to: 409 Trinity Street, Trinidad, CA 95570
Email to: cityclerk@trinidad.ca.gov

CITY OF TRINIDAD

P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Ladwig, Mayor
Gabriel Adams, City Clerk



Tuesday, January 14, 2020

PUBLIC ANNOUNCEMENT OF VACANCIES ON
THE TRINIDAD PLANNING COMMISSION

(1) SEAT, TERM: **Through DECEMBER 2022**

The City of Trinidad is currently seeking qualified individuals to serve as volunteers on the 5-member Planning Commission. There is (1) opening for a 3-year term, serving through December 2022, left vacant by a recent resignation.

The qualified candidate must live within the city limits of Trinidad to be eligible.

Experience or an understanding of development or planning-related concepts relevant to the City of Trinidad is preferred - but not required. Commission applicants are appointed by the City Council during open session and attendance is requested for the selection meeting.

Please submit a letter of interest that includes your contact information, connection to the city, reason for wanting to serve, and any relevant experience you may have in Planning related matters. ***The deadline for filing is February 06, but will remain open until filed.***

Send letter of interest to the City Clerk's Office:

CITY OF TRINIDAD, P.O. BOX 390, TRINIDAD, CA 95570

Deliver letter in person to:

TRINIDAD CITY HALL, 409 TRINITY STREET, TRINIDAD, CA

Or Email to: CITYCLERK@TRINIDAD.CA.GOV

**THE DEADLINE FOR FILING IS 2:00 PM, FEBRUARY 06, OR
UNTIL POSITIONS ARE FILLED.**

FOR ADDITIONAL INFORMATION OR QUESTIONS, PLEASE CALL 677-0223.

Gabriel Adams - Trinidad City Clerk